



MINUTES
TOWN OF PARACHUTE
BOARD OF TRUSTEES REGULAR MEETING
JANUARY 21, 2016

The Town of Parachute will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 285-7630, x-104 for assistance.

MAYOR McCLUNG CALLED THE MEETING TO ORDER AT 6:30 P.M.

(A) ROLL CALL

- TRUSTEES PRESENT: DANIEL MANZANARES
JUANITA WILLIAMS
TOM RUGAARD
TRAVIS SPROLES
- MAYOR: ROY MCCLUNG
- TRUSTEES ABSENT: JOHN LOSCHKE
TIM OLK
- STAFF PRESENT: TOWN MANAGER, Stuart McArthur
TOWN CLERK, Denise Chiaretta

AUDIENCE LIST ATTACHED:

(B) PLEDGE OF ALLEGIANCE

(C) APPROVE AGENDA

MOTION NO.1:

Moved and seconded by Trustees Rugaard / Williams to approve the agenda with the deletion of Item O: Executive Session

Vocal vote passed unanimously

(D) CONSENT AGENDA:

- (1) MINUTES FROM THE DECEMBER 10, 2015, SPECIAL MEETING
- (2) MINUTES FROM THE DECEMBER 17, 2015, REGULAR MEETING
- (3) EXPENDITURES PAID IN DECEMBER 2015
- (4) LIQUOR LICENSE RENEWAL APPLICATION FOR RETAIL LIQUOR STORE

APPLICANT: Antler Liquor, Inc.
DBA: Antler Liquor
LOCATION: 393 East 2nd Street, Unit 2
ADDRESS: P.O. Box 944
Parachute, CO 81635

MOTION NO. 2:

Moved and seconded by Trustee Rugaard / Williams to approve the consent agenda

Motion passed unanimously

(E) COMMENTS FROM CITIZENS REGARDING ITEMS NOT ON THE AGENDA
THERE WERE NO COMMENTS

(F) DEPARTMENTAL REPORTS:

- (1) Mayor and Board of Trustees Mayor and Trustees
 - Mayor McClung had nothing to report.

- Trustee Manzanares had nothing to report.
 - Trustee Rugaard stated that there was not EAB meeting this month.
- (2) Town Manager Monthly Update..... Stuart McArthur, Town Manager
- Town Manager McArthur went over the budget figures for 2015 and explained that much of the savings was due to vacant positions of administrative assistant, public works worker, and the police officer.
 - Town Manager McArthur also explained that with getting water meters installed at residence and fixing and replacing older meters that were not working properly have brought the Water Fund revenues up.
 - Town Manager McArthur went over the grants awarded to the Town of Parachute over the past two years in the amount of \$1.3 million.
 - Town Manager would like to have a work study session with the Board of Trustee at the fire district in Battlement Mesa. The Board agreed to the meeting.
 - It was decided to have the work study session at 5:30 p.m. January 28th at the firehouse.
 - Logan McClung contacted town manager McArthur requesting a Grand Marshall for the parade of lights for Winter Fest and to crown royalty on January 30th. Mayor McClung stated he did it last year but as no one else seems to want the job he will do it again as he is already involved.
- (3) Community Development Report Stuart McArthur, Town Manager
- Town Manager informed the Board that wireless projectors will be installed in the Board room. The existing screen will be relocated and another screen added.
- (4) Public Works Department Monthly Update.....Mark King, Public Works Director
- Public Works Director King explained that the water plant lost another pump. There is only one functioning. Repairs will start on the sewer lift station soon.
 - Public Works Director King informed the Board that they PW tore down the office in the old town hall and found the display of the oil shale and some pictures, etc. It all needs to be moved to a more permeant location. He inquired if it is acceptable to the Board that he contact the museum in Rifle to inquire of their interest in the display.
- (5) Police Department Monthly Update Cary Parmenter, Police Chief
- Chief Parmenter explained to the Trustees that he has found a company to get the body cameras. General discussion about the need for the cameras.

(G) BOARD CONSIDERATION OF RESOLUTION NO. 2016-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, DESIGNATING THE PLACES FOR POSTING OF PUBLIC MEETING NOTICES, ORDINANCES, AND OTHER ACTIONS TAKEN BY THE BOARD OF TRUSTEES AND TO DESIGNATE THE OFFICIAL NEWSPAPER OF GENERAL CIRCULATION.

MOTION NO. 3:

Moved and seconded by Trustees Rugaard / Manzanares to adopt Resolution NO. 2016-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, DESIGNATING THE PLACES FOR POSTING OF PUBLIC MEETING NOTICES, ORDINANCES, AND OTHER ACTIONS TAKEN BY THE BOARD OF TRUSTEES AND TO DESIGNATE THE OFFICIAL NEWSPAPER OF GENERAL CIRCULATION.

Motion passed unanimously

(H) BOARD CONSIDERATION OF RESOLUTION NO. 2016-02

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, AUTHORIZING THE TOWN CLERK TO APPOINT ELECTION JUDGES FOR THE TOWN'S 2016 MUNICIPAL ELECTION TO BE HELD ON APRIL 5, 2016 AND ESTABLISHING A RATE OF PAY.

MOTION NO. 4:

Moved and seconded by Trustees Rugaard / Williams to adopt Resolution NO. 2016-02

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, AUTHORIZING THE TOWN CLERK TO APPOINT ELECTION JUDGES FOR THE TOWN'S 2016 MUNICIPAL ELECTION TO BE HELD ON APRIL 5, 2016 AND ESTABLISHING A RATE OF PAY.

Motion Passed unanimously.

(I) BOARD CONDERATION OF RESOLUTION NO. 2016-03

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, REMOVING TRUSTEE JOHN LOSCHKE FROM RECALL ELECTION.

MOTION NO. 5:

Moved and seconded by Trustees Rugaard / Williams to adopt Resolution NO. 2016-03

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, REMOVING TRUSTEE JOHN LOSCHKE FROM RECALL ELECTION.

Motion passed unanimously.

(J) BOARD CONSIDERATION OF RESOLUTION NO. 2016-04

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, AUTHORIZING A LOAN FROM THE FROM THE TOWN’S GENERAL FUND TO THE WASTEWATER FUND

MOTION NO. 6:

Moved and seconded by Trustees Rugaard / Manzanares.

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, AUTHORIZING A LOAN FROM THE FROM THE TOWN’S GENERAL FUND TO THE WASTEWATER FUND

Motion passed unanimously.

(K) BOARD CONSIDERATION OF RESOLUTION NO. 2016-05

A RESOLUTION AMENDING THE 2016 BUDGET WITH ADDITIONAL REVENUES AND APPROPRIATIONS OF EXPENDITURES TO THE WASTEWATER ENTERPRISE FUND

MOTION NO. 7:

Moved and seconded by Trustees Rugaard / Sproles to adopt Resolution NO. 2016-05

A RESOLUTION AMENDING THE 2016 BUDGET WITH ADDITIONAL REVENUES AND APPROPRIATIONS OF EXPENDITURES TO THE WASTEWATER ENTERPRISE FUND

Motion passed unanimously.

(L) BOARD CONSIDERATION OF RESOLUTION NO. 2016-06

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, FINDING THE WEST RUN, INC. ANNEXATION PETITION TO BE IN SUBSTANTIAL COMPLIANCE WITH STATE STATUTES AND SETTING A PUBLIC HEARING ON SAID PETITION.

There was discussion about what documents needed to be included in the packet to the Trustees to have them set the date for the public hearing. It was decided that enough information was included.

MOTION NO. 8:

Moved and seconded by Trustees Rugaard / Sproles to adopt Resolution NO. 2016-06 and set the hearing for the March 17, 2016 Board Meeting

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PARACHUTE, COLORADO, FINDING THE WEST RUN, INC. ANNEXATION PETITION TO BE IN SUBSTANTIAL COMPLIANCE WITH STATE STATUTES AND SETTING A PUBLIC HEARING ON SAID PETITION.

Motion passed unanimously.

(M) BOARD CONSIDERATION OF AGREEMENT WITH GARFIELD COUNTY JURISDICTIONS’ RECIPROCAL AGREEMENT TO ACCEPT EACH OTHERS’ COLORADO EMPLOYEE RESIDENCE REPORTS (CERR) CHALLENGES WITHOUT NEED FOR ATTACHED DOCUMENTATION AND GIVE DIRECTION TO THE TOWN MANAGER TO SIGN.

Town Manager McArthur explained that this is to verify that persons that are listed are residents in the Town of Parachute. As Town Manager McArthur does not have the time to go through the residents reports Kirby Winn of Garfield County will verify the CERR (Colorado Employee Residents Report). This is what the State uses to decide on the amount of severance tax is received by municipalities / counties.

MOTION NO. 9:

Moved and seconded by Trustees Rugaard / Sproles to enter into the agreement with Garfield County Jurisdictions’ Reciprocal Agreement to accept each other’ Colorado Employee Residence Reports and authorize Town Manager McArthur to sign same.

Motion passed unanimously.

(N) OTHER MATTERS

- (1) THANK YOU NOTE FROM TRUSTEE JOHN LOSCHKE
- (2) THANK YOU LETTER FROM ADVOCATE SAFEHOUSE PROJECT

(O) MOTION TO ADJOURN

MOTION NO. 10:

Moved and seconded by Trustees Rugaard / Williams to adjourn

Vocal vote unanimously approved

Adjourned at: 7:56 p.m.

Mayor

ATTEST:

Town Clerk